



The Municipality of Lambton Shores

Application for Amendment to Zoning By-law # 1-2003

NAME OF APPLICANT

ADDRESS

TELEPHONE

E-MAIL

IF KNOWN, NAME OF HOLDER OR MORTGAGE, CHARGE OR ENCUMBERANCE

ADDRESS

ADDRESS

OFFICIAL PLAN – current designation

DIMENSIONS OF SUBJECT LAND:

Frontage:

Depth:

Area:

REZONING – Nature and extent of rezoning requested:

NAME OF AGENT (if the applicant is an agent authorized by the owner)

ADDRESS

TELEPHONE

E-MAIL

IF KNOWN, NAME OF HOLDER OR MORTGAGE, CHARGE OR ENCUMBERANCE

ADDRESS

ZONING – current designation

REZONING – Reason why rezoning requested:

DATE – If known, date subject land was acquired by current owner: _____

LEGAL DESCRIPTION of subject land (such as the municipality, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers and name of street and number)

ACCESS – Access to the subject land will be by:

- Provincial highway
- Municipal road – year round
- Other public road (specify)
- Municipal road – seasonal
- Right-of-way
- Water

WATER ACCESS – Where access to the subject land is by water only:

Docking facilities (specify) _____	Parking facilities (specify) _____
distance from subject land _____	distance from subject land _____
distance from nearest public road _____	distance from nearest public road _____

EXISTING USES of the subject land

IF KNOWN, LENGTH OF TIME the existing uses of the subject land have continued:

EXISTING BUILDINGS – STRUCTURES – where there are any buildings or structures on the subject land, indicate for each:

TYPE - _____	Front lot line setback: _____	Height in metres: _____
IF KNOWN, DATE CONSTRUCTED _____	Rear lot line setback: _____	Dimensions _____
	Side lot line setback: _____	Floor area: _____
	Side lot line setback: _____	
TYPE - _____	Front lot line setback: _____	Height in metres _____
IF KNOWN, DATE CONSTRUCTED _____	Rear lot line setback: _____	Dimensions: _____
	Side lot line setback: _____	Floor area: _____
	Side lot line setback: _____	

Attach additional page if necessary

PROPOSED USES of the subject land:

PROPOSED BUILDINGS – STRUCTURES – Where any buildings or structures are proposed to be built on subject land, indicate for each:

TYPE - _____ Front lot line setback: _____ Height in metres: _____
 Rear lot line setback: _____ Dimensions: _____
 Side lot line setback: _____ Floor area: _____
 Side lot line setback: _____

TYPE - _____ Front lot line setback: _____ Height in metres: _____
 Rear lot line setback: _____ Dimensions: _____
 Side lot line setback: _____ Floor area: _____
 Side lot line setback: _____ *Attach additional page if necessary*

WATER is provided to the subject land by:
 Publicly-owned/operated piped water system _____ Lake or other water body _____
 Privately-owned/operated individual well _____ Other means (specify) _____
 Privately-owned/operated communal well _____

SEWAGE DISPOSAL is provided to the subject land by a:
 Publicly-owned and operated sanitary sewage system _____ Privy _____
 Privately owned and operated individual or communal septic system _____ Other means (specify) _____

STORM DRAINAGE is provided to the subject land by:
 Sewers Ditches Swales Other means (specify)

OTHER APPLICATIONS – If known, indicate if the subject land is the subject of an application under the Act for:
 approval of a plan of subdivision (under section 51) File # _____ Status _____
 consent (under section 53) File # _____ Status _____
 previous application (under section 34) File # _____ Status _____

AUTHORIZATION BY OWNER

I, the undersigned, being the owner of the subject land, hereby authorize _____

to be the applicant in the submission of this application.

Signature of owner

Signature of witness

Date

DECLARATION OF APPLICANT

I, _____ of the _____ of
_____ in the _____ of _____

solemnly declare that:

All the statements contained in this application and provided by me are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED before me at the _____

of _____

in the _____ of _____

Signature of applicant

this _____ day of _____

Signature of commissioner, etc.



The Municipality of Lambton Shores

APPLICATION FOR ZONE AMENDMENT
INSTRUCTIONS AND INFORMATION TO THE APPLICANT

Please complete the application accurately and completely.

ALL Owners of the subject land must sign the application and signatures must be witnessed by a Commissioner, Lawyer, Clerk or Mayor.

If the application is signed by an agent or solicitor on behalf of the Owner, the Owner's written authorization must accompany the application. If the Applicant is a corporation acting without agent or solicitor, the application must be signed by an officer of the corporation and the corporations seal must be affixed.

The Applicant should consult Provincial Policy Statements and the local Municipal Official Plan and Zoning By-law before completing an application.

Each application must be accompanied by a sketch and as the sketch is to be copied and circulated, it must be clearly drawn in dark ink on a sheet of paper no larger than 8 ½ x 14. (a sample map is attached)

It is imperative that Council Members understand completely what the application is proposing and why. Therefore, we ask that you provide a detailed description with your application.

In order to be accepted by the Clerk, an application must be totally complete and legible. No additional information will be allowed to be delivered verbally or after the application has been signed.

Incomplete forms, non-payment of fees or the application not being completed in metric will necessitate the return of the application for completion, which may delay the process.

The Province has amended the regulations as they pertain to notice requirements. Even though it is the policy of the Municipality to mail the public meeting notices to every land owner within 120 metres of the subject lands, it is now a requirement that a notice be posted on site a minimum of 20 days prior to the hearing date. **It is the responsibility of the Municipality to post this notice.**

Applications are heard during regular Council meetings, which are held normally on the first and third Monday of every month.

The Applicant can obtain copies of all correspondence pertaining to the application of the Friday before the Council meeting.

After the decision is made, there is a 20-day appeal period, during which time, the decision may be appealed by anyone who attended the public meeting or sent written correspondence prior to the meeting.

PLEASE BE ADVISED THAT ANY AND ALL INFORMATION PRESENTED TO THE MUNICIPALITY OF LAMBTON SHORES WHICH FORMS PART OF AN APPLICATION IS PUBLIC KNOWLEDGE AND CAN BE GIVEN TO THE GENERAL PUBLIC WHEN REQUESTED.

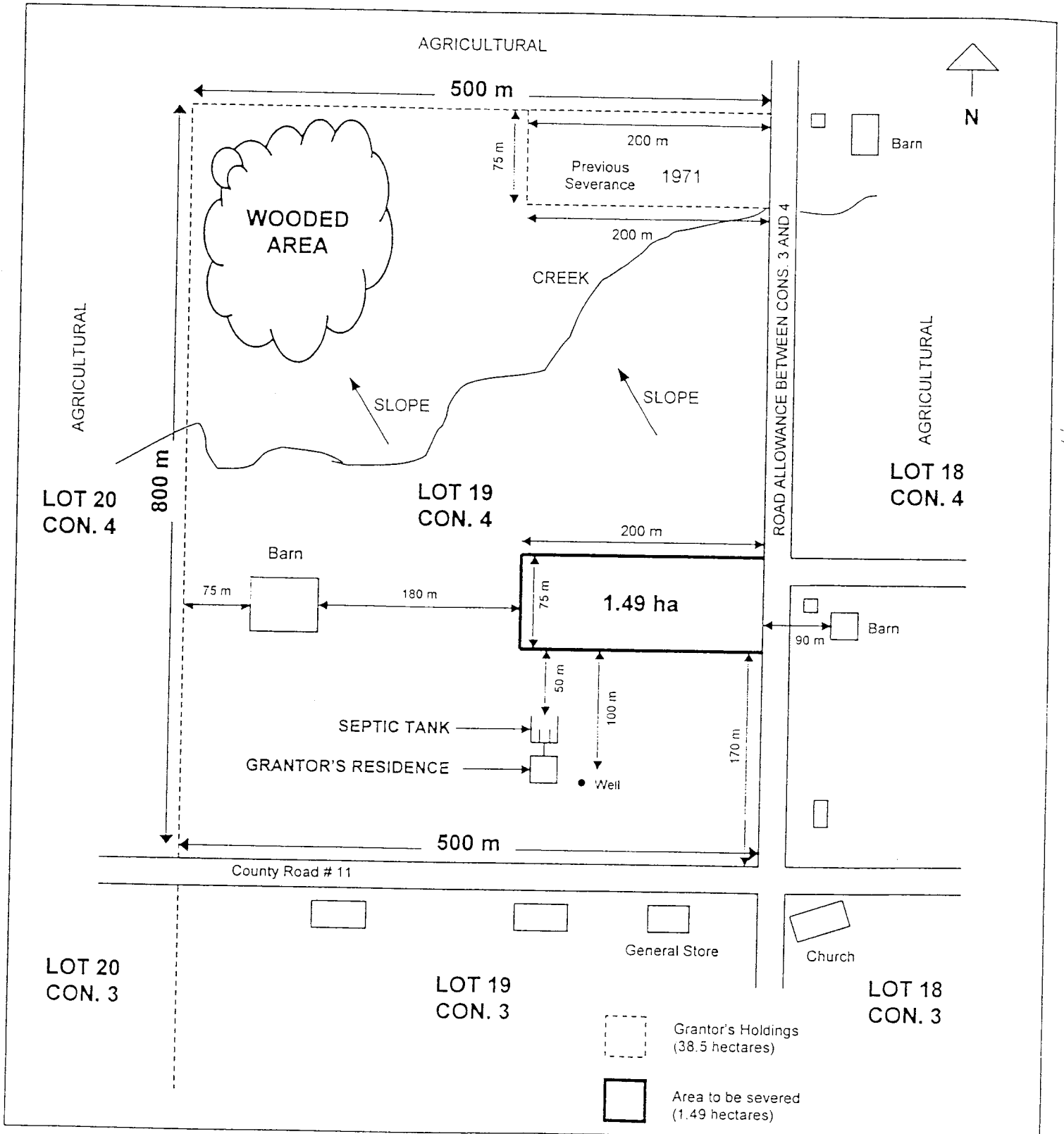
COST:

Please see the attached fees chart for all associated costs.

Questions, please contact:

Clerk:	Carol McKenzie
Address:	7883 Amtelecom Parkway Forest, ON N0N 1J0
Phone:	519 786-2335 1-877-786-2335
Fax:	519 786-2135
Email:	cpmckenzie@lambtonshores.ca

SAMPLE SITE PLAN SKETCH (not to scale)



Schedule "B" to By-Law 79/2011

Planning Fees

Committee of Adjustment Applications:

1.	Minor Variances	\$ 675.00
2.	Consents – per lot created	\$ 675.00
3.	Consents – re-application fee per lot for lapsed consents	\$ 300.00
4.	Deed stamping – per lot	\$ 300.00
5.	Right of way – creation	\$ 250.00
6.	Recirculation of Application - Applicant Deferral	\$ 100.00

Official Plan:

7.	Official Plan Amendment	\$ 2,250.00
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Zoning:

8.	Zone Amendment	\$ 1,200.00
9.	Zoning Compliance Letter	\$ 50.00
10.	Zoning Report	\$ 75.00
11.	Remove "H" Holding designation	\$ 250.00

Site Plan:

12.	Site Plan Agreement Application - total estimated project costs valued at less than \$ 50,000.00	\$ 600.00
13.	Site Plan Agreement Application – total estimated project costs valued at over \$ 50,000.00	\$ 1,250.00
14.	Site Plan Agreement Application – total estimated project costs valued at over \$ 100,000.00	\$ 1,500.00
15.	Site Plan Agreement Amendment	\$ 400.00

Subdivision/Condominiums:

16.	Draft Plan of Subdivision/Condominium Application Fee (less than 10 lots)	\$ 3,500.00
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|-----|---------------------------------------------------------------------------|---------------------------|
| 17. | Draft Plan of Subdivision/Condominium Application Fee (more than 10 lots) | \$ 4,000.00 |
| 18. | Subdivision/Severance Agreement preparation Fee | 2% of the servicing costs |
| 19. | Initial Deposit required - peer review and site inspection expenses | |
| | a. Site plans – estimated project costs under \$ 50,000.00 | \$ 2,000.00 |
| | b. Site plans – estimated project costs over \$ 50,000.00 | \$ 4,000.00 |
| | c. Plans of Subdivision and Condominium | \$ 5,000.00 |

NOTE: Additional deposits of 3,000.00 may be required if initial deposit does not cover the cost incurred

- | | | |
|-----|----------------------------------------------------|-----------|
| 20. | Draft Plan Approval – extension of Completion Date | \$ 500.00 |
| 21. | Re-circulation of a Draft Plan of Subdivision | \$ 500.00 |
| 22. | Subdivision Release letter | \$ 25.00 |

Planning Deposits - General

- | | | |
|-----|---------------------------------------------|---------------------------------------------------------|
| 23. | Legal Fees for Registration of documents | \$ 400.00 |
| 24. | Security for as-constructed drawings | \$ 1,500.00 |
| 25. | Security Deposit – installation of services | 100% of the cost of services
(minimum fee \$ 750.00) |

Property Information

- | | | |
|-----|----------------------------------------------------|----------|
| 26. | Written responses to property and zoning Inquiries | \$ 20.00 |
| 27. | Survey Compliance Letter | \$ 25.00 |

Parkland Dedication

- | | | |
|-----|--------------------------------------------|--------------------------------------------------------------------|
| 28. | As per the Planning Act regulations (51.1) | 5% of the value of the land the day before the approval is granted |
|-----|--------------------------------------------|--------------------------------------------------------------------|

Miscellaneous

- | | | |
|-----|----------------|---------------------------------|
| 29. | Deeming By-law | \$ 400.00 includes registration |
|-----|----------------|---------------------------------|